

## Boone County Area Plan Commission

# Demolition Permit for Commercial & Industrial Structures

### Application Procedures:

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#### 1. Demolition Permit Application

The following must be submitted when applying for a demolition permit. In order to avoid misplaced information, please understand that incomplete submittals will not be accepted.

##### ☐ Application Form

- All items must be completed fully and either typewritten or printed in ink.
- The application must be signed by the applicants.

##### ☐ Before beginning demolition:

- **Obtain a list of certified haulers** from the Boone County Solid Waste Office. They are located at 416 W Camp St, Room 103, P.O. Box 808, Lebanon, IN 46052. (765)483-0687. It is encouraged to recycle as much as possible.
- Refer to IDEM for rules on burning, abandoning wells and septic systems.  
[www.in.gov/idem/4549.htm](http://www.in.gov/idem/4549.htm) (burning)  
[www.IN.gov/dnr/water](http://www.IN.gov/dnr/water) (wells)  
[http://www.in.gov/idem/files/rwsd\\_guide\\_protocol\\_septic\\_abandonment.pdf](http://www.in.gov/idem/files/rwsd_guide_protocol_septic_abandonment.pdf) (septic)  
Also check with local town ordinances.

##### ☐ Demolition Plan

A plan or narrative of how the demolition is to take place needs to be submitted with the application. Included in that is the containment, removal and disposal of the debris. **A certified asbestos remover may be required as well as a certified Freon evacuator when A/C units are being removed.**

#### 2. Submitting Your Application

When submitting your application for a demolition permit, a staff person will follow the checklist above to ensure that you are submitting a complete application. This person WILL NOT do a detailed review of your submittal at this time, but will merely accept your information for review.

#### 3. Review Process

Your application will need to be reviewed for two purposes: Structural Review and Site review. This generally takes approximately 7-10 business days.

- Structural Review: A building inspector will review your submittal to ensure that the demolition meets any codes.
- Site Plan Review: A planner will review your submittal to ensure that all zoning compliances are being met and that safety procedures are in place.

#### 4. Permit Approval

After review, your application will be given to the administrative assistant who will notify you by phone that your application has been approved and the fee given to it.

#### 5. Fee Schedule

Demolition permits-\$100

# Demolition

For Office use Only:			
Permit #:	ILP #:		
Permit Fee:	Zoning District:		
Structure Review:	Zoning Review:		
Property Information			
Tax Parcel #			
Subdivision	Lot #		
Street Address:			
Lot Size in acres			
Township	S	T	R
Structure Information			
1. Type of structure: <input type="checkbox"/> House <input type="checkbox"/> Barn <input type="checkbox"/> Other			
2. Estimated cost of demolition: \$			
3. Total square footage to be removed:			
Identification			
Owner:	Contractor:		
Address:	Address:		
City, State, Zip	City, State, Zip:		
Phone:	Phone:		
Certified Hauler Name:			
Phone:			
Owner Email address:	Contractor Email address:		

The owner of this building and the undersigned agree to conform to all applicable laws of Boone County and the State of Indiana.

\_\_\_\_\_ Date: \_\_\_\_\_